

SENIOR OUTREACH SERVICES COMMITTEE

Thursday, December 17, 2020

8:30 A.M.

McFarland Municipal Center

MINUTES

Call to order.

1. The meeting was called to order by Chair Clow at 8:31 am.

Present: Carolyn Clow (Trustee/Chair), Jerry Adrian, Leilani Amundson, Lori Andersen (Director), Kathleen Blair, Brad Czebotar, Becky Losby, Monica Macarra, Colleen McCormick, Diane Mikelbank, Barbara Vander Werff, Sara Sprang (Case Manager)

Absent: Carol Lobes

2. **Public Appearance**

No public appearances

3. **Approval of minutes from November 19, 2020**

Motion to approve by Czebotar and second by Vander Werff. Motion carries 8-0.

4. **Business**

- a. **Directors report:** Case management units are on target for Dane County. Case Managers continue to contact clients via phone and some in person visits occurred for Medicare Part D. Meals on Wheels program is starting to see an increase related to winter coming. Transportation continues thru Dane County transportation, no RSVP. Foot care continues thru Artistic Salon. Stoughton Home Health have begun accepting appointments at new clinic on Hwy 51/B. Events: Drive thru annual Picnic, fall mums delivered to meal recipients, not so secret Santa for MOW clients, 4H bags are being distribute with handmade blankets with personal products, Meals on Wheels volunteers are receiving a gift for Christmas, Living Well with Chronic Condition classes are on hold, there may be approval to begin classes on line. Staff attended training online. New nutrition manager, Dawn received her Serv Safe license. There was increase cost related to COVID for the nutrition programs. Disposable containers and PPE for volunteer drivers. These expenses were submitted to Dane County for reimbursement. Dane County received funding for social isolation, going to distribute craft kits.
- b. **Review planning document draft: Case Management:** Additional Case Manager will be needed as population grows. **Nutrition program:** Substitute nutrition manager when Nutrition Manager needs a day off. Possibly train more of the Senior Outreach staff instead of hiring of substitute.

Possible future staff could fill the substitute for the Nutrition Manager. Requirements for the Nutrition staff is knowledge of technology and Serv Safe certification.

c. Identify recreational and health and wellness programming details:

Space needs for health and wellness programming, a room for confidential appointments (HIPPA compliant) and multi space rooms. Music license needs to be considered for classes. **General/Recreation:** Lounge for coffee, socialization and waiting area. Place to lock equipment up for exercise class. Exercise class and nutrition program should be in separate rooms, not a shared space. Locker rooms with showers, workout area and weight room. Ping pong and pool tables as an option. Weight room at public safety building for public use. Public Safety building is not designed for programming for public

Tour other focal points for examples and possible lay outs. Focus on needs and lay the groundwork. Cost will be built on programming and priorities, fixed, equipment, personnel

Educational program: Classes how to sanitize and keep things clean. How to properly wear a mask.

Collaboration and examples: McFarland Police Dept has a family room. Is this room HIPPA compliant? McFarland High School has a weight room for public use. Do we want competition with local businesses? Work with local businesses for senior discounts. The Library Board and McFarland Village Board working on future programming. Also refer to Village of McFarland strategic plan.

5. Schedule Next Meeting Date:

Thursday, January 21, 2021 at 8:30am.

6. Adjournment

- Motion to adjourn at 10:01 am by Vander Werff, seconded by Czebotar.

Submitted by,
Sara Sprang